

Our Reference: FOI 1624/1100/2014

By email: [REDACTED]

Date: 10 October 2014

Dear [REDACTED]

### Freedom of Information Act 2000

Further to my letter of 29 September 2014 acknowledging your request for information which was received by us on 22 September 2014, I am now in a position to respond.

You requested the following:

- 1) *What are the rates of pay broken down by grade for full time equivalent non-SCS staff (if possible with the associated JEGS job evaluation scores) giving the minima and maxima of ranges? If pay rates are divided into London and National rates please provide both.*
- 2) *Are there any specialist pay grades, specialist allowances, recruitment and retention allowances or market supplements? If so, please provide details including where relevant whether the payments are consolidated or non-consolidated.*
- 3) *How many days annual leave are (full time equivalent) employees on entry entitled to, excluding public holidays?*
- 4) *What is the maximum annual leave entitlement achievable for new starters and the service requirement to achieve this entitlement?*
- 5) *Does the annual leave entitlement for new starters apply to all current staff on promotion to a higher grade?*
- 6) *Are new starters entitled to privilege leave in addition to annual leave, and if so how much?*
- 7) *What are the contractual hours for new starters (full time equivalent staff), including any differences applying to London-based staff?*

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8) *What are the arrangements for overtime pay, for example rates paid overtime or time off in lieu, broken down by grade?*

9) *Are there any regional allowances paid, such as London weighting.*

10) *What are the sick pay arrangements for new starters, including any service-related conditions?*

11) *Is enhanced maternity pay, above Statutory Maternity Pay, available for women with sufficient service qualification?*

12) *What is the length of service qualification for enhanced maternity pay?*

13) *Is enhanced paternity pay, above Statutory Paternity Pay, available for those with sufficient service qualification?*

14) *What is the length of service qualification for enhanced paternity pay?*

I am handling your request under the terms of the Freedom of Information Act 2000. Our responses to your request for information have been provided in the Annex to this letter.

If you have any queries about this letter, please contact me. Please remember to quote the reference number at the top of this letter in any future communications.

If you are not satisfied with the way the Agency has handled your request for information, you should write within two calendar months of the date of this letter to the Openness Team, and ask for an internal review. They will arrange for the Complaints Coordinator to conduct the review. Their address is Food Standards Agency, Room 2C Aviation House, 125 Kingsway, London, WC2B 6NH (email: [Openness.team@foodstandards.gsi.gov.uk](mailto:Openness.team@foodstandards.gsi.gov.uk)).

If you are not content with the outcome of the internal review, you may apply directly to the Information Commissioner for a decision. Generally, the ICO cannot make a decision unless you have exhausted the complaints procedure provided by the Agency. The Information Commissioner can be contacted at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF or through the website at: [www.ico.gov.uk](http://www.ico.gov.uk)

Yours sincerely

  
  
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